



REQUEST FOR FUNDING FORM VILLAGE OF SAVOY, ILLINOIS

Note: All items must be completed. Support materials may be provided, but should not replace completing the items. Responses, such as, "See Attached" will not be accepted.

1. Name of event:

2. Date(s) of event:

3. Location of event (Including property owner, if applicable):

4. Name of organization sponsoring event:

5. ☐ For-Profit Organization ☐ Not-For-Profit Organization

6. Name of Contact Person:

7. Address of contact person:

8. Telephone number of contact person:

9. Fax number of contact person:

10. E-Mail address of contact person:



REQUEST FOR FUNDING FORM VILLAGE OF SAVOY, ILLINOIS

11. Amount of funds requested:

12. Total cost of event:

13. Describe the event:

14. Is the event a new event or a repeat event? If the event is a new event, is it expected to be a one time activity or an ongoing, recurring activity? Please explain:

15. Describe the organization sponsoring the event:



REQUEST FOR FUNDING FORM VILLAGE OF SAVOY, ILLINOIS

16. Describe how the event is expected to promote tourism and conventions within the Village or otherwise to attract nonresidential visitors to the Village. Please be specific:

17. Provide an estimate of the number of nonresident visitors to the Village and/or hotel/motel room nights in hotels/motels located within the Village that the event is expected to produce. Explain how you developed that number:

18. Provide an actual or estimated number of nonresident visitors to the Village and/or hotel/motel room nights in hotels/motels located within the Village that the event produced last year, if applicable. Explain how you developed that number:



REQUEST FOR FUNDING FORM VILLAGE OF SAVOY, ILLINOIS

19. Describe how the requested funds will be used. Please be specific:

20. Describe how the event will be marketed so as to attract nonresident visitors to the Village. Please be specific:

21. Please attach a list of all partners and sponsors and their contributions or activities.

22. Please attach a site plan showing : Parking/access, emergency vehicle access, security plan, clean-up/maintenance.

23. Please attach liability insurance information for this event.



**REQUEST FOR FUNDING FORM
VILLAGE OF SAVOY, ILLINOIS**

Signature

Name (Print or Type)

Title (Print or Type)

Date

Submit the completed and signed form and other materials to:

Village of Savoy

Attn: Event Funding

Savoy, IL 61874